

OCA 87-5165

STAT

29 October 1987

STAT

NOTE FOR: ✓ The Director
The Deputy Director

OCA FILE

CCA

FROM: Dave Gries

SUBJECT: Guidelines for Contacts with Congress

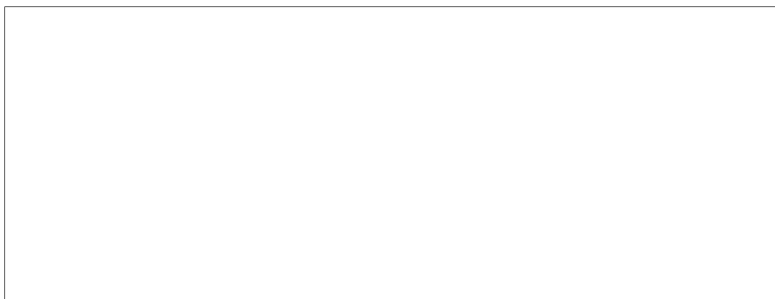
Last July during a conversation with Clair George and me, you examined two guidelines developed in the Office of Congressional Affairs for making decisions on responding to Congressional requests. The guidelines looked appropriate, you commented, but did the Agency adhere to them? Reflecting on that discussion later, I concluded that my Office should do more than it has in the past to make Agency officers aware of and adhere to established rules. For instance, rules have not always been spelled out and written down in a comprehensive fashion.

The attached guidelines are aimed at rectifying that problem. They are the product of nearly three months of drafting and a month of coordinating with the officers who sit at the table during your Tuesday morning staff meeting, plus [redacted] as well as with a number of former directors and deputy directors of Congressional Affairs.

With your approval, we plan to circulate these guidelines to officers in contact with Congress.

Attachment

STAT



STAT



Page Denied

Next 12 Page(s) In Document Denied